

OS Job Documentation Project

Next Steps

April 2002	<ul style="list-style-type: none">• ACAPP presentation• SET presentation• LIM presentation
May 2002	<ul style="list-style-type: none">• AMM presentation• Manager/employee comment period
June-July 2002	<ul style="list-style-type: none">• Distribute and collect JDQs from remaining OS secretarial/administrative incumbents
July – September 2002	<ul style="list-style-type: none">• Propose mapping individuals to new structure⇒ Manager review and comment⇒ Adjust as necessary
September – October 2002	<ul style="list-style-type: none">• Effective date of change
FY 2003	<ul style="list-style-type: none">• Move to Phase II which includes review of balance of OS and GS non-exempt population

